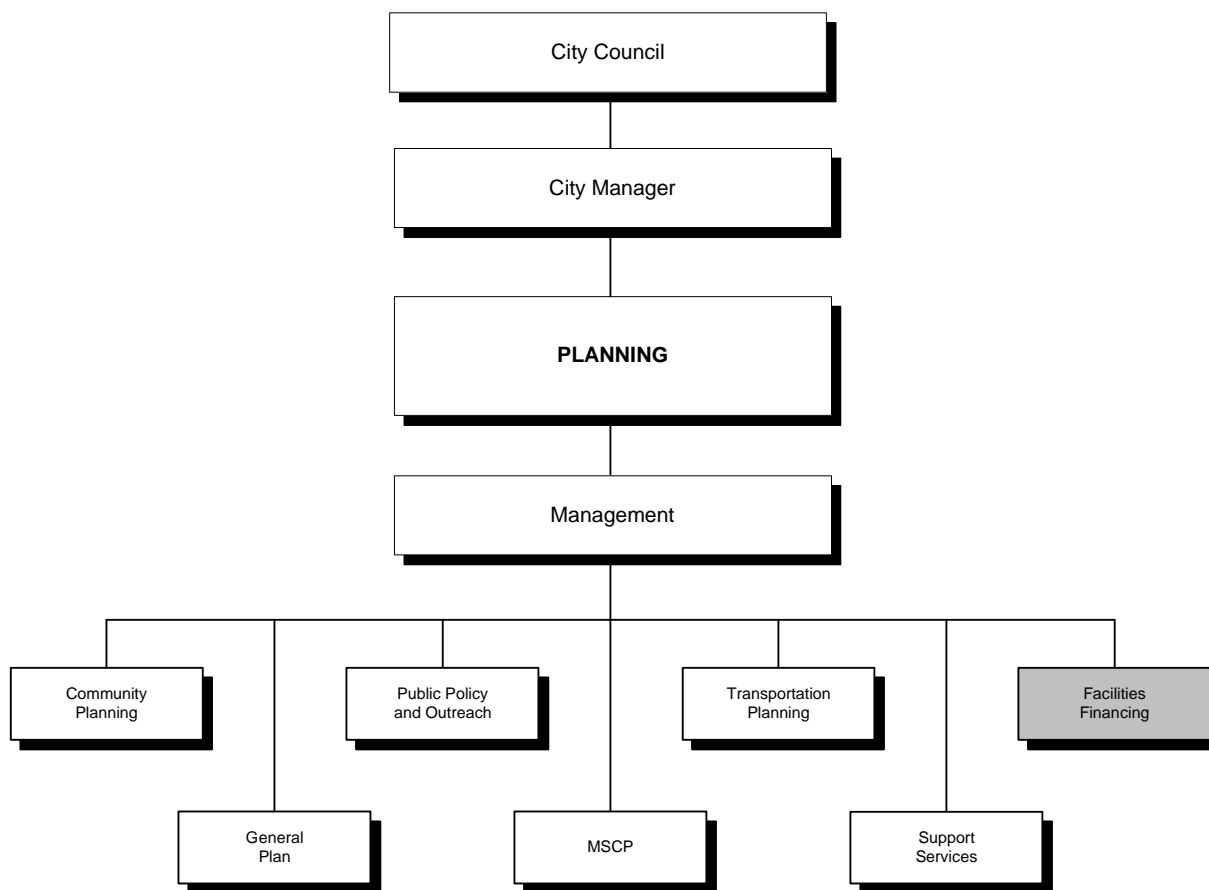


Planning



To create a well planned, desirable living and working environment for the residents of San Diego through the development and implementation of land use and transportation policies and long-range fiscal planning.



Planning

Department Description

The Planning Department serves as the planning agency for the City of San Diego. It provides long range planning; maintains a comprehensive Citywide General Plan; provides support to community planning groups; provides support to related boards and commissions; manages the Multiple Species Conservation Program (MSCP); provides community-based travel forecasting and transportation studies; and collects and administers a variety of funds used to finance public facilities in the community plan areas throughout the City.

Milestones Met/Services Provided

Fiscal Year 2002 was successful for the Planning Department. A few of the accomplishments made during this timeframe included: completing five phases of public outreach on the Strategic Framework Element; distributing a Draft Environmental Impact Report for the Draft Strategic Framework Element; creating a new website for the City of Villages concept; and conducting a series of public workshops with the City Council and Planning Commission on the Strategic Framework Element. The Planning Department also created a proposal for a Citywide Transportation Demand Management program, completed 13 workshops relating to updating the Street Design Manual, conserved 1,741 acres of key MSCP habitat through the Rancho Encantada Precise Plan, acquired 80 acres of habitat located on Del Mar Mesa, obtained \$1.75 million in state and federal grants for acquisition management and monitoring, and monitored the status of over 15 endangered species pursuant to agreements under the MSCP. Finally, the Planning Department prepared five financing plans, established one cost reimbursement district, and processed 827 building plan files.

Future Outlook

In Fiscal Year 2003 and beyond, the Planning Department will be involved in many projects.

Significant program areas will include: General Plan, Community Planning, Historical Resources, Transportation Planning, Facilities Financing, Multiple Species Conservation Programs, and Public Policy and Outreach.

In Fiscal Year 2003, the General Plan staff will continue to work toward the adoption of the Strategic Framework Element of the General Plan. After its adoption, it is anticipated that three "Pilot Villages" will be selected. Other tasks include providing additional public outreach, continuing work on a financing strategy to provide needed public facilities and infrastructure, and beginning work on updating other General Plan elements.

Community Planning will complete the Otay Mesa, La Jolla, and Mission Valley Community Plan Updates. This program will also start and complete a major Navajo Community Plan Amendment and complete the University Community Plan Amendment (regional analysis associated with the University Town Center project will be the City's responsibility). This program plans to begin a name change amendment for the Sorrento Hills Community Plan, and will complete the San Pasqual Vision Plan, the Clairemont Mesa Vision Plan and associated measures. Community Planning anticipates the completion of the Mission Trails Design District amendments, the Azalea-Hollywood Park Revitalization Action Program, and the Nakano-Davies Annexation (annexation of property from the City of Chula Vista to the City of San Diego). This program will also amend Community Plans to accommodate the Strategic Framework Element policies and Pilot Villages.

The Historical Resources staff anticipates completing the La Jolla, Uptown and North Park Historical Surveys, as well as the Burlingame, Carteri Center and Islenair Historical Districts. Work will also begin on the Logan Heights, Grant Hill, Stockton and Memorial Historical Surveys, and the Golden Hill and South Park Historical Districts.

Future Outlook (continued)

The Transportation Planning staff will implement a Transportation Demand Management program to encourage the use of alternative modes of transportation, as well as work toward the adoption of the Street Design Manual. In addition, Transportation Planning will also work closely with the San Diego Association of Governments and the Metropolitan Transit Development Board to update the Regional Transit Vision, conduct travel forecasts for the community plan updates, and run travel forecast models for each Strategic Framework Pilot Village.

The Facilities Financing Program will begin including Community Financing Districts as a funding source along with Facilities Benefit Assessments and extraordinary Development Agreement funds to build community facilities, in addition to updating financing plans and monitoring development agreements.

In Fiscal Year 2003, the MSCP staff anticipates completing Del Mar Mesa acquisitions from willing sellers at fair market value, and acquiring critical habitat in the East Elliot area. They will also continue to monitor the status of species covered under the MSCP.

The Public Policy and Outreach staff will continue to create new opportunities to involve the public, including working with community planning groups, citizen committees and task forces, stakeholder and interest groups, and the many residents who live in San Diego's diverse communities. The system of public education will continue to develop through targeted use of communication tools including media relations, news releases, the City Access Channel, feature articles, and program information.

Planning

Significant Budget Adjustments

Planning Department	Positions	Cost
Personnel Expense Adjustments Adjustments to reflect the annualization of the Fiscal Year 2002 negotiated salary compensation schedule, average salaries, fringe benefits and other personnel expense adjustments.	0.00 \$	248,669
Staffing for Transportation Demand Management Program (Reimbursable) Addition of 1.00 Associate Traffic Engineer, 1.00 Senior Planner and 1.00 Senior Public Information Officer to implement the Transportation Demand Management Program. TransNet revenue will fund position costs.	3.00 \$	222,908
Staffing for Transportation Planning (Reimbursable) Addition of 1.00 Senior Traffic Engineer to perform corridor studies of regional arterials (i.e. Rosecrans St., Balboa Ave., and Torrey Pines Rd.). Position will be funded by Route 209 funds.	1.00 \$	115,201
Non-Discretionary Adjustments to reflect expenses that are determined outside of the department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	(26,691)
Reduction in Tobacco Settlement Reduction in non-personnel expense for Multiple Species Conservation Program property acquisitions, due to a decrease in the Tobacco Settlement allocation.	0.00 \$	(88,000)
Budgetary Savings Plan Reduction of 1.00 Senior Drafting Aide and \$120,000 non-personnel expense in contractual services. Tasks performed by the Sr. Drafting Aide will now be input into the new Project Tracking System by Development Services staff. The contractual services reduction will require use of in-house staff to prepare the Stormwater Environmental Impact Report. This will delay preparation time by three to six months.	(1.00) \$	(179,093)

Significant Budget Adjustments (continued)

Facilities Financing	Positions	Cost
Personnel Expense Adjustments Adjustments to reflect the annualization of the Fiscal Year 2002 negotiated salary compensation schedule, average salaries, fringe benefits and other personnel expense adjustments.	0.00 \$	48,030
Non-Discretionary Adjustments to reflect expenses that are determined outside of the department's direct control. Examples of these adjustments include utilities, insurance, and rent.	0.00 \$	158,537

Planning

Planning			
	FY 2001 ACTUAL	FY 2002 BUDGET	FY 2003 PROPOSED
Positions	76.10	92.62	95.62
Personnel Expense	\$ 5,374,984	\$ 7,006,441	\$ 7,582,156
Non-Personnel Expense	2,907,868	3,673,479	3,597,325
TOTAL	\$ 8,282,852	\$ 10,679,920	\$ 11,179,481

Department Staffing ⁽¹⁾

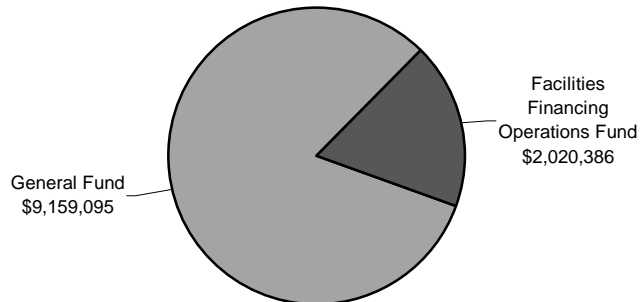
	FY 2001 ACTUAL	FY 2002 BUDGET	FY 2003 PROPOSED
GENERAL FUND			
Planning Department	61.10	77.60	80.60
Total	61.10	77.60	80.60
FACILITIES FINANCING OPERATIONS FUND			
Total Facilities Financing Operations	15.00	15.02	15.02
Total	15.00	15.02	15.02

Department Expenditures ⁽¹⁾

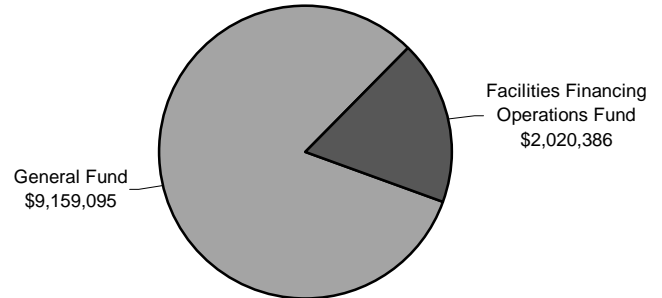
	FY 2001 ACTUAL	FY 2002 BUDGET	FY 2003 PROPOSED
GENERAL FUND			
Planning Department	\$ 6,993,376	\$ 8,866,101	\$ 9,159,095
Total	\$ 6,993,376	\$ 8,866,101	\$ 9,159,095
FACILITIES FINANCING OPERATIONS FUND			
Facilities Financing Operations	\$ 1,289,476	\$ 1,813,819	\$ 2,020,386
Total	\$ 1,289,476	\$ 1,813,819	\$ 2,020,386

⁽¹⁾ The Community Service Centers Program was transferred to the Special Projects Department in Fiscal Year 2001.

Source of Funding



Allocation of Funding



Budget Dollars at Work

54 Community groups supported including recognized community planning groups
 2,606 Acres conserved or obligated through the MSCP in calendar year 2001
 306 Public meetings attended to discuss planning-related issues in Fiscal Year 2002 (as of February 11, 2002)
 200 Public meetings attended to discuss Strategic Framework Element related issues in Fiscal Year 2002
 472,136 Housing units within the City (as of January 1, 2002)
 \$40,076,426 Revenue collected by Facilities Financing in Fiscal Year 2001
 835 Plan files reviewed by Facilities Financing in Fiscal Year 2001
 6 Reimbursement agreements implemented by Facilities Financing in Fiscal Year 2002 (as of February 21, 2002)
 5 Updated financing plans in Fiscal Year 2002 (as of February 21, 2002)

Planning

Key Performance Measures

	FY 2001 Actual	FY 2002 Budget	FY 2003 Proposed
Average cost per community group supported	\$13,870	\$13,508	\$13,867
Average cost per forecast/transportation elements/studies	\$51,325	\$58,002	\$51,124
Average budgeted cost per MSCP project reviewed ⁽¹⁾	N/A	\$2,436	\$1,635
Average cost per plan update/amendment	\$63,157	\$62,533	\$61,935
Average cost per plan/amendment/review completed	\$87,057	\$72,193	\$73,115
Average cost per community supported	\$6,623	\$7,468	\$7,751

⁽¹⁾ Due to issues with Budget Structure, actual figures will not be available until Fiscal Year 2003.

Division/Major Program Descriptions

Management	<p>Planning Management directs and oversees the performance of the Planning Department.</p>
Community Planning	<p>Community Planning coordinates and administers large-scale planning efforts and other special planning projects, such as the Otay Mesa Community Plan Update and the Mission Valley Community Plan Update. Additionally, this program coordinates and administers major planning programs, and special planning studies; provides information to the public on a variety of community based issues; and provides long range planning, programming and review of the City's Capital Improvement Projects and selected public and private development programs and projects. Community Planning also provides professional and administrative support to 42 planning groups recognized under Council Policy 600-24.</p>
General Plan	<p>The General Plan Program coordinates and administers major planning programs such as the General Plan, which includes the Strategic Framework Element. General Plan Staff also provides representation at San Diego Association of Governments Board and Committee meetings, reviews proposed state legislation, and contributes to other significant Citywide planning projects.</p>
Public Policy and Outreach	<p>Public Policy and Outreach manages public involvement and consensus building efforts for the Planning Department. Currently, this program is focused on the outreach related to the Strategic Framework for the General Plan. This program is also responsible for developing internal departmental and interdepartmental programs, projects and other mechanisms for creating and implementing policies which emerge from the public involvement process.</p>
Multiple Species Conservation Program (MSCP)	<p>The Multiple Species Conservation Program (MSCP) seeks to assemble an open space system for biological resources through public land acquisition, dedications of existing public open spaces, and mitigation and development regulations; and to manage and monitor the biological resources conserved in the MSCP. Success will be measured via the mandated annual reports to the wildlife agencies on habitat loss and conservation.</p>
Transportation Planning	<p>Transportation Planning seeks to advance the implementation of the future vision of the City of San Diego by determining needed roadway improvements, promoting efficient use of the transportation system, and improving mobility of transportation corridors through the use of travel forecasting, traffic studies and transportation demand management.</p>

Planning

Division/Major Program Descriptions (continued)

Support Services

Support Services provides payroll, data processing, mapping, training and clerical support for the Planning Department in a timely manner.

Facilities Financing

Facilities Financing collects and administers Facilities Benefit Assessments, Development Impact Fees, Tentative Map monetary exactions, and monetary extraordinary benefits resulting from Development Agreements. These funds are then used to finance public facilities in the community plan areas throughout the City. Cost Reimbursement Districts and reimbursement agreements for community facilities are also coordinated and administered by Facilities Financing staff.

Salary Schedule

GENERAL FUND

Planning Department

<i>Class</i>	<i>Position Title</i>	<i>FY 2002 Positions</i>	<i>FY 2003 Positions</i>	<i>Salary and Fringe</i>	<i>Total</i>
1106	Senior Management Analyst	0.50	0.50	82,632	41,316
1107	Administrative Aide II	1.00	1.00	57,969	57,969
1207	Assistant Engineer-Traffic	2.00	2.00	78,687	157,374
1218	Associate Management Analyst	1.00	1.00	73,969	73,969
1227	Associate Planner	11.00	14.00	71,216	997,024
1233	Associate Engineer-Traffic	5.00	5.00	90,532	452,660
1235	Multimedia Production Coord	1.00	1.00	64,706	64,706
1348	Information Systems Analyst II	1.00	2.00	73,120	146,240
1354	Community Development Spec IV	2.00	2.00	87,853	175,706
1383	Legislative Recorder II	1.00	1.00	60,249	60,249
1401	Information Systems Technician	2.00	1.00	57,164	57,164
1423	Senior Drafting Aide	2.00	1.00	59,093	59,093
1532	Intermediate Stenographer	1.00	0.00		-
1535	Clerical Assistant II	5.00	6.00	41,622	249,732
1622	Biologist III	1.00	1.00	84,594	84,594
1648	Payroll Specialist II	1.00	1.00	49,106	49,106
1727	Principal Engineering Aide	2.00	2.00	67,973	135,946
1746	Word Processing Operator	2.00	2.00	42,955	85,910
1871	Sr Public Information Officer	1.00	2.00	71,578	143,156
1872	Senior Planner	22.00	20.00	83,522	1,670,434
1876	Executive Secretary	1.05	1.05	60,382	63,401
1878	Senior Traffic Engineer	1.00	3.00	104,253	312,759
1879	Senior Clerk/Typist	1.00	1.00	50,725	50,725
1917	Supervising Management Analyst	1.00	1.00	90,603	90,603
1926	Information Systems Analyst IV	1.00	1.00	90,082	90,082
2111	Assistant City Manager	0.05	0.05	210,040	10,502
2172	Planning Director	1.00	1.00	152,631	152,631
2214	Deputy Director	2.00	2.00	134,011	268,022
2234	Principal Planner	1.00	1.00	103,943	103,943
2270	Program Manager	4.00	4.00	106,838	427,350
	Bilingual - Regular	0.00	0.00		1,236
	Reg Pay For Engineers	0.00	0.00		40,765
	Field Training Pay	0.00	0.00		3,144
	Temporary Help	0.00	0.00		5,642
	Overtime Budgeted	0.00	0.00		12,026
Total		77.60	80.60	\$	6,395,179

Planning

Salary Schedule (continued)

FACILITIES FINANCING OPERATIONS FUND

<i>Class</i>	<i>Position Title</i>	<i>FY 2002 Positions</i>	<i>FY 2003 Positions</i>	<i>Salary and Fringe</i>	<i>Total</i>
1106	Senior Management Analyst	5.00	6.00	82,618	495,709
1218	Associate Management Analyst	3.00	2.00	73,970	147,939
1727	Principal Engineering Aide	2.00	2.00	67,976	135,952
1746	Word Processing Operator	1.00	1.00	42,955	42,955
1876	Executive Secretary	0.01	0.01	60,400	604
1879	Senior Clerk/Typist	1.00	1.00	50,725	50,725
1917	Supervising Management Analyst	2.00	2.00	90,606	181,212
2111	Assistant City Manager	0.01	0.01	210,100	2,101
2270	Program Manager	1.00	1.00	111,392	111,392
	Ex Perf Pay-Classified	0.00	0.00		3,500
	Overtime Budgeted	0.00	0.00		14,888
	Total	15.02	15.02	\$	1,186,977
PLANNING DEPARTMENT TOTAL		92.62	95.62	\$	7,582,156

Five-Year Expenditure Forecast

	FY 2003 PROPOSED	FY 2004 FORECAST	FY 2005 FORECAST	FY 2006 FORECAST	FY 2007 FORECAST
Positions	95.62	97.62	97.62	97.62	97.62
Personnel Expense	\$ 7,582,156	\$ 7,973,340	\$ 8,212,540	\$ 8,458,916	\$ 8,712,684
Non-Personnel Expense	3,597,325	3,705,245	3,816,402	3,930,894	4,048,821
TOTAL EXPENDITURES	\$ 11,179,481	\$ 11,678,585	\$ 12,028,942	\$ 12,389,810	\$ 12,761,505

Fiscal Year 2004

Addition of 1.00 Associate Civil Engineer position to assure accurate, timely cost estimates are provided to meet financing plan update requirements, provide estimates to update urbanized financing plans in conjunction with the Strategic Framework Element of the General Plan, and assist with development agreements. Addition of 1.00 Associate Management Analyst to prepare financing plans and track all reimbursement agreements.

Fiscal Year 2005 - Fiscal Year 2007

No major projected requirements.

Planning

Revenue and Expense Statement

FACILITIES FINANCING OPERATIONS FUND 10250

	FY 2001 ACTUAL	FY 2002 ESTIMATED	FY 2003 PROPOSED
BEGINNING BALANCE AND RESERVE			
Balance from Prior Year	\$ 219,632	\$ 227,209	\$ 75,552
Prior Year Encumbrances	520	-	-
TOTAL BALANCE	\$ 220,152	\$ 227,209	\$ 75,552
REVENUE			
Facilities Benefits Assessments & Development Impact Fees	\$ 778,177	\$ 977,925	\$ 1,352,083
Sales Tax Allocation	35,000	35,000	35,000
Interest Earnings	17,801	6,637	13,000
Services Rendered to Others	342,028	267,331	420,001
TransNet Revenues	105,007	115,000	120,750
Miscellaneous Revenues	18,520	3,423	4,000
TOTAL OPERATING REVENUE	\$ 1,296,533	\$ 1,405,316	\$ 1,944,834
TOTAL BALANCE AND REVENUE	\$ 1,516,685	\$ 1,632,525	\$ 2,020,386
EXPENSE			
Personnel Expenses	\$ 925,274	\$ 1,132,138	\$ 1,186,977
Non-Personnel Expense	364,202	424,835	833,409
TOTAL OPERATING EXPENSE	\$ 1,289,476	\$ 1,556,973	\$ 2,020,386
RESERVE FOR ENCUMBRANCES	\$ -	\$ -	\$ -
TOTAL RESERVE	\$ -	\$ -	\$ -
BALANCE	\$ 227,209	\$ 75,552	\$ -
TOTAL EXPENSE, RESERVE AND BALANCE	\$ 1,516,685	\$ 1,632,525	\$ 2,020,386